



**MINUTES
COMMITTEE #2
LABOR NEGOTIATIONS, PERSONNEL POLICY & ADMINISTRATION
March 4, 2010
City Hall, Council Chambers**

Committee # 2 - Labor Negotiations, Personnel Policy & Administration - met on Thursday, March 4, 2010 at 8:00 AM in the Council Chambers, City Hall, 30 West Central Street, Chippewa Falls, WI.

Attendees: Brian Flynn, CW King, Jason Anderson, Jane Lardahl, Dennis Doughty, Lynne Bauer, Greg Hoffman, Glen Zwiefelhofer, Mike Bohl, Nancy Flynn, Bill Faherty, George Hobbs, Connie Freagon, John Liddell, Tom Larson, Julie Marshall, Rick Rubenzer, Terry Johnson.

Items of business to be discussed or acted upon at this meeting are shown on the attached agenda below:

Call to Order: 8:00AM

- 1. Discuss cell phone policy with possible recommendations to the Council.**

Discussion about the policy was held. Departments are going to discuss a couple options and this item will be discussed at a later meeting. No action taken.

- 2. Discuss hiring freeze policy revisions with possible recommendations to the Council.**

No Action taken.

- 3. Discuss process of developing and implementing a clerical support pool with possible recommendations to the Council.**

Discussion was held. Suggestions about having people spend time shadowing each others jobs to develop understandings of other areas were brought up. Technology options should be considered to assist when identified. Staff is going to identify needs and details and report back to the committee in 2 weeks. No action taken.

- 4. Discuss a plan to cross-function teams to better utilize staffing in the Street Department and Parks Department with possible recommendations to the Council.**

Bill and Glen are going to continue to work on this and report back to the

committee in 2 weeks with updates. No action taken.

5. Discuss modifying City Clerk/Treasurer/Finance Manager position into two separate positions with possible recommendations to the Council.

Committee will review job descriptions for Clerk, Treasurer, and Finance Manager. Lynne will pull additional samples from the Clerk's Network. These will be reviewed at the next Committee meeting March 15th. No action taken.

6. Adjournment

Motion by Flynn / King to adjourn. All voted Aye. Adjourned at 9:32AM.

Minutes submitted by,
Jason Anderson, Chair